



The United States Commercial Service in Nigeria (CS/N) offers a unique service to Nigerian companies interested in establishing business relationships with American exporters and investors. Our newly revised Networking with the United States of America program (NUSA) adds exclusive benefits for our more than 2,000 existing members and, which we also offer to new members. The modifications to this valuable program underscores that NUSA members are an elite group of the best qualified Nigerian companies wishing to do business with the US.

The privileges and benefits eligible to members of the NUSA program include the following:

- Validation as member in good standing (Certification / Registration Certificate)
- Assignment of dedicated Commercial Service staff member as their primary contact at the Commercial Service
- Eligibility to participate in official trade delegations and other trade events organized by the US Commercial Service
- Introduction to official US-based staff at the US export assistance centers across the United States
- Visa Referrals for Senior Executive, and other employees that the Commercial Service' Lagos deems eligible
- Subscription to Commercial News/USA, our official monthly catalogue of US suppliers and companies looking for agents and representatives
- Free access to online promotion through the US Commercial Service website
- Listing in the US Foreign Traders Index (the official database of the United States Department of Commerce), which is used extensively by American firms searching for international partners.

There are two options for registration:

- Basic Registration

Interested companies are requested to complete a basic application form with company contact information, description of business, financial statement and copies of incorporation records. Once application is received there will be an onsite verification of information by official staff of US Commercial Service or a private verification company. The non-refundable registration fee is USD 250 or a Bank Draft of 33,000 Naira made payable in Lagos to the "US Consulate General".

Enhanced Registration

Enhanced registration provides all of the foregoing, plus in-depth credit report, detailed business activity information, trade/bank references, and audited financials, all of which are required by EXIM bank for trade financing considerations.

- **Detailed credit analysis including business performance, transactional reliability, management capability, business integrity, business scale, assets utilization, etc.**
- One bank reference including account information, contact information, and credit relationship analysis.
- Two trade references including contact information, credit transaction description(s), and payment history.
- Three years of audited financial statements.
- Other records which might be required for transnational business transactions.
- Copies of certificates of incorporation.

To benefit from this enhanced program companies must submit an Enhanced Registration to the US Commercial Service Lagos with a non refundable sum of USD 600 or a Bank Draft of 79,000 Naira made payable to the “US Consulate General”.

General Information

Verification will be completed within ten working days for enhanced registration and twenty days for basic registration. Upon completion of verification your company will be listed in our official worldwide database that is used by our Export Assistance Centers nationwide in the US and in our Embassies to assist US exporters. The NUSA membership is valid for eighteen months. A company may apply for re-validation of their registration within 60 days of the expiration date of their membership.

Completed application form(s) along with payment and attached documents should be submitted to the US Commercial Service, 2 Walter Carrington Crescent, Victoria Island on Mondays and Thursdays by 10am. If you have questions regarding the NUSA program, please contact our office at lagos.office.box@mail.doc.gov, and or on telephone numbers 01-2610241 Ext. 390.

We look forward to a mutually beneficial US/Nigeria business relationship.

Yours

Michael McGee
Commercial Counselor
U.S. Consulate, Lagos

NUSA Registration Form

Complete and Return to the
U.S. Commercial Service
United States Consulate General
P.O. Box 554, MARINA
2 WALTER CARRINGTON CRESCENT,
VICTORIA ISLAND, LAGOS, NIGERIA
TEL: 2610241, FAX: 2619856
EMAIL: lagos.office.box@mail.doc.gov

TYPE OF REGISTRATION: (PLEASE TICK) BASIC

ENHANCED

NAME OF ORGANIZATION:

.....

.....

STREET ADDRESS:

.....

.....

.....

.....

PRIMARY CONTACT

Name Prefix:.....

First Name:.....

Last Name:.....

Title:.....

Phone:.....

Fax:.....

Email:.....

Contact person

Fax:.....

Email:.....

Industries (indicate with a tick):

- ☐ Agriculture
- ☐ Apparel/Fashion
- ☐ Architecture/Construction
- ☐ Automotive
- ☐ Aviation
- ☐ Computers
- ☐ Communications
- ☐ Cosmetics
- ☐ Drugs/Pharmaceuticals
- ☐ Energy/Power Generation
- ☐ Environmental
- ☐ Food - Processed
- ☐ Financial Services
- ☐ Medical Equipment
- ☐ Mining/Minerals
- ☐ Oil & Gas
- ☐ Printing/Graphics
- ☐ Transport
- ☐ Other - please specify

OTHER INFORMATION:

Business type (indicate with a tick):

- ☐ Agent/Distributor

Please attach
Photograph of

- ☐ Consultant
- ☐ Contractor
- ☐ Importer/Exporter
- ☐ Manufacturer
- ☐ Service Provider
- ☐ Retailer
- ☐ Wholesaler
- ☐ Other - please specify.....

PRODUCT DESCRIPTION (indicate the exact product you intend to import from the US)

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Of Employees:.....

Annual
 Turnover:.....

Year Established:.....

REFERENCES:

Bank References:

1.....

Account #:.....

2.....

Account #:.....

3.....

Account
 #:.....

Trade References (Chamber of Commerce; Business Contacts, etc.):

1.....

2.....

3.....

REQUIRED ATTACHMENTS:

- Company Annual/Financial Report
- Copy of Certificate of Incorporation
- Copy of form CO7
- Passport Photograph of Primary Contact.
- **Endeavor to update you contact information with us as and when necessary.**
- **Kindly ensure that your draft is payable to a branch of your bank in Lagos.**
- **You may submit for collection your completed form at the front entrance of the Consulate on Mondays & Thursdays at 10.AM.**

Please read the attached information sheet and include the appropriate payment. Remember to indicate whether you are applying for Basic or Enhanced registration. (See

